

**-Approved-  
University Council  
Gold Room – Bibb Graves Hall  
November 2, 2011**

**Present:**

Dr. Rebecca Turner, Vice President for Academic and Student Affairs  
Dean John Hammett, College of Education and Professional Studies  
Dean John-Bauer Graham, Library Services  
Dean Bill Fielding, College of Commerce and Business Administration  
Dean Sarah Latham, College of Nursing and Health Sciences  
Ms. Lisa Williams, Associate Dean for the College of Arts and Sciences  
Ms. Belinda Blackburn for Dean Carr, College of Graduate Studies and Continuing Education  
Dr. Teresa Gardner, Faculty Senate President  
Dr. Louise Clark, Associate Dean, College of Commerce & Business Administration  
Dr. Joe Delap, Associate Vice President for Academic Affairs  
Dr. Frank King, Associate Vice President for Distance Education  
Dr. Tim King, AVP for Enrollment Management and Student Affairs  
Dr. Charles Lewis, Vice President for University Advancement  
Mr. Clint Carlson, Vice President for Administrative and Business Affairs  
Mr. Vinson Houston, Vice President for Information Technology  
Ms. Kelly Osterbind, Registrar  
Mr. Tony Bennett, University Auditor  
Mr. Greg Bonds, Associate Athletic Director, Internal Affairs

**Absent:**

Dr. Alicia Simmons, Director, Institutional Research and Assessment  
Mr. Don Killingsworth, Director of Government Relations  
Mr. Bryant Whaley, SGA President  
Mr. Tim Garner, Executive Director, Marketing and Communications

**Old Business:**

Minutes of the October 19, 2011 meeting were approved as submitted.

Dr. Rebecca Turner discussed IV:03:06 – Membership in Organizations Policy and Procedure Manual Revisions and recommended that the policy not be changed. The committee approved recommendation.

Dr. Rebecca Turner recommended that the following Policy and Procedure Manual Revisions be discussed at another meeting:

I:02:10 – Employee Counseling and Progressive Corrective Action Policy  
IV:01:01 – Returned Checks  
IV:02:02 – Security of JSU Revenue  
IV:03:01 – Purchasing  
IV:03:03 – Agency Fund Accounts  
IV:03:05 – Meals/Refreshments (non-travel status)

Dr. Rebecca Turner announced the Dr. William Meehan had approved the 2012-2013 Academic Calendar.

**New Business:**

Dr. Teresa Gardner announced that Gordon Stone, Janet Moore, and Warren Koegel are scheduled to speak at the November 14<sup>th</sup> Faculty Senate meeting.

Dr. Rebecca Turner announced that Dr. William Meehan has asked Judge Sam Monk to serve as JSU legal counsel.

Ms. Kelly Osterbind discussed the use of CAPP (degree evaluation) for graduation check out.

**Announcements:**

Dr. Sarah Latham announced that the College of Nursing and Health Sciences is coordinating the Medical Reserve Corp. during times of emergencies. Phyllis Waits and Kim Craven will serve as co-chairs.

Dr. Sarah Latham announced that the College of Nursing & Health Sciences was recognized by Sigma Theta Tau for the efforts of faculty and staff during the April 2011 tornadoes.

Dr. Frank King attending the Apple IOS seminar at UAB in Birmingham. Dr. King suggested that JSU consider offering something similar.

Meeting adjourned.